

OF-0188-87  
30 July 1987

MEMORANDUM FOR: Director of Training

FROM: Allen R. Elkins  
Director of Finance

SUBJECT: External Language Training

1. The Office of Finance has an increasing need to have Finance Officers with some language competencies. In order to develop this cadre of officers who will be ready for TDY assignments on short notice, I am encouraging self-development at local universities for the study of Indonesian, Italian, French, German, Spanish, Portuguese, and Thai. Our goal is to have officers with a language competency at the 3 level in speaking and understanding. As a means of reaching this goal, we have initiated a Language Incentive Program through the Language Training Division/OTE and are enrolling anyone whom OTE has tested at the 1 or higher level in these languages.

2. I want to further encourage those in the Language Incentive Program to continue developing their skills by sponsoring their academic training. I request your approval of this proposal since the goal is long range and not related to present or planned official assignments, but to give the Office of Finance the ability to react to short deadline requirements.

STAT

Allen R. Elkins

Attachment: OF Language Incentive Proposal

APPROVED:

Director of Training and Education

Aug 24 1987  
Date

STAT

cc to C/LTD

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